# LLANO COUNTY EMERGENCY SERVICES DISTRICT #5
# MINUTES
# JULY 20, 2026

A regular meeting of the Board of Commissioners of Llano County Emergency Services District No. 5 was held on Monday, July 20, 2026, at 1:00 p.m., at Station 51, 200 Sunrise Drive, Sunrise Beach Village, Llano County, Texas, 78643-9283.

The following members were present, thus constituting a quorum:

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| Karl Wolfe | President | Present |
| Mike von Wupperfeld | Vice President | Present |
| Jean Glass | Treasurer | Present |
| Brooks Frederick | Secretary | Present |
| Michael Thomas | Asst. Treasurer | Present |

**1. Call meeting to order and establish a quorum.**
Commissioner Wolfe called the meeting to order and established a quorum at 1:04 p.m.

**2. Pledge of Allegiance.**
The Pledge of Allegiance was said by all in attendance.

## PUBLIC COMMENT

**3. Public Comment.**
None.

**4. Public Comment on Agenda Items.**
None.

## MINUTES

**5. Discuss and consider approval of June 15, 2026, regular meeting minutes, June 18, 2026, special meeting minutes and June 26, 2026, special meeting minutes.**
Commissioner von Wupperfeld moved to approve the minutes from June 15, 2026, June 18, 2026, and June 26, 2026, as presented; seconded by Commissioner Frederick. Motion passed 5-0.

## REPORTS

**6. Review and approve the June 2026 Financial Reports, to include June disbursements, including Fire Chief expenditures over $50,000.00.**
Review of Balance Sheet – Primary Operating - $34,110.63; Expense - $2,520.20; TexPool Operating - $314,361.27; and TexPool Reserve - $502,255.49.

Total Disbursements - $43,531.86

No Fire Chief expenditures over $50,000.00 were presented.

Commissioner Glass moved to approve June 2026, financials and disbursements as presented, seconded by Commissioner Thomas. Motion passed 5-0.

## MONTHLY REPORTS

**7. Monthly Reports: Discussion and possible action on the following items from the ESD #5 Fire Chief's and Sunrise Beach VFD's reports:**

a. **Monthly report from ESD #5, including Sunrise Beach VFD information, regarding:**

i. **Emergency operations including breakdown of call categories/types, response times, and call volume.**
25 calls for service – 9 medical, 4 traffic collisions, 6 fire related, 0 alarm activations, 0 hazardous condition, and 6 service calls.

Commissioner von Wupperfeld requested that fire related calls be split between brush and structural. This will assist with the procurement of grants.

No action taken.

ii. **Personnel coverage.**
For the month of June 2026, the District had 97.2% coverage.

No action taken.

iii. **Apparatus and Stations, including repairs, upgrades, and status of each.**
Corrective Maintenance – Brush Truck 54 ($30.00) and Squad 50 ($15.49).

No action taken.

iv. **Training.**
Lake Rescue Boat Course, hosted by Granite Shoals Fire Department via Rescue Training International (RTI), completed by Firefighter Gilliland.

No action taken.

v. **Personnel credentialing (SFFMA, HEMS, TCFP & others).**
No action taken.

vi. **Management activities.**
No action taken.

**b. Monthly report from Sunrise Beach VFD regarding:**

**i. Actions related to administration, facilities, apparatus, and special projects.**

Deputy Gower discussed the following topics - recruiting, 911 signs, Phoenix Award, burn permits (outside city limited) and getting the burn permit on website. Commissioner von Wupperfeld noted that he is in discussion with Clicktunity to get that done.

No action taken.

## DISCUSSION/ACTION ITEMS

**8. Discussion with possible action on the update of the Notice of Administrative Office and re-publishing.**
Ms. Snow will have the Notice of Administrative Office address posted with The Llano News. The PO Box will be closed by the end of August 2026.

Commissioner von Wupperfeld moved the Notice of Administrative Office be posted, changing the address to 200 Sunrise Drive, Sunrise Beach, TX 78643, and the closing of PO Box 1490, Kingsland, TX 78639, seconded by Commissioner Frederick. Motion passed 5-0.

Commissioner von Wupperfeld noted that business cards will need to be updated.

**9. Discussion with possible action of the Letter of Agreement with the Llano County Tax Assessor's Office.**
Commissioner Wolfe noted that the fee of $6,000.00 is consistent with the prior year.

Commissioner von Wupperfeld moved to approve the Letter of Agreement with the Llano County Tax Assessor's Office, seconded by Commissioner Frederick. Motion passed 5-0.

**10. Discussion with possible action on Quarterly Investment Report.**
Commissioner Glass moved to approve the Quarterly Investment Report as presented, seconded by Commissioner Thomas. Motion passed 5-0.

**11. Discussion with possible action on the Amended Resolution Designating Authorized Signatories for District Bank Accounts, adding ESD5 Chief Patrick Cates to the account at First United Bank.**
Commissioner von Wupperfeld moved to approve as presented the Amended Resolution Designating Authorized Signatories for District Bank Accounts, adding ESD5 Chief Patrick Cates to the account at First United Bank, seconded by Commissioner Frederick. Motion passed 5-0.

**12. Discussion with possible on Resolution Adopting District Credit, Debit and Fleet Card Usage Policy.**
Commissioner Frederick moved to approve as presented the Resolution Adopting District Credit, Debit and Fleet Card Usage Policy, seconded by Commissioner von Wupperfeld. Motion passed 5-0.

**13. Discussion with possible action on Charity Taber, Auditor, Letter of Engagement for FY26 audit.**
Commissioner Glass moved to approve as presented the Letter of Engagement from Charity Taber, Auditor for the FY26 audit, seconded by Commissioner Thomas. Motion passed 5-0.

**14. Discussion with possible action on update from the Budget and Operations Committee.**
No action taken.

**15. Review and discussion with possible action to approve FY27 Budget for the District and adopt an Order for same.**
Commissioner Wolfe moved to approve the FY27 budget as presented, seconded by Commissioner von Wupperfeld. Motion passed 5-0. Commissioner Wolfe moved to adopt the Resolution Adopting Budget and Certificate as presented, seconded by Commissioner von Wupperfeld. Motion passed 5-0.

**16. Update and discussion with possible action on Hazard Mitigation Grant sub-committee matter.**
No action taken.

**17. Discussion with possible action on the extension of the HR Services Agreement.**
Commissioner Wolfe moved to approve as the extension as presented of the HR Services Agreement, seconded by Commissioner von Wupperfeld. Motion passed 5-0.

**18. Discussion with possible action on selling Brush Truck 252 and adopt a resolution to dispose of the property.**
To be sold with a reserve value to be determined. Intent is to auction through GovDeals.com. No action taken.

**19. Discussion with possible action on changing Administrative Assistant position to full-time.**
Commissioner Glass moved to approve the ESD5 Administrative Assistant position status from part-time to full-time, seconded by Commission Frederick. Motion passed 5-0.

**20. Discussion with possible action on grants, including FEMA/TDEM, Texas Forest Service, Texas Mutual, and other organizations.**
No action taken.

**21. Discussion on potential topics to add for the next Board Meeting.**
FY26 Budget Amendment, SBVFD/LCESD5 Agreement, Resolution Regarding the Sale of 252, Yard Damage – Temporary Parking of Rescue 51.

**22. Set date and time for August 2026, regular meeting.**
August 17, 2026 – 1:00 p.m.

**23. Adjournment.**
Upon successful completion of the agenda topics, Commissioner Wolfe declared the meeting adjourned at 3:30 p.m.

Approved: August 17, 2026

Approved: Brooke Fredrick Attest: Kurt Wolfe